

SHUMKA



The Parent Handbook

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TABLE OF CONTENTS

CONTACT	3
ABOUT US	4
Parent Expectations	4
PROGRAM	5
Placement and Registration	6
Shumka’s Syllabus for Ukrainian Dance	7
Syllabus Examinations	7
Spring Fusion	9
Summer Camp	9
Junior Instructor Program	10
Leader-In-Training (L.I.T.) Program	11
Studia Shumka	11
COMMUNICATION	11
The Shumka App	11
Parent View	12
DRESS	13
Uniform	13
Makeup	15
Costumes	17
Dance Boots	19
Business Casual Wear	19
PERFORMANCES	20
Performance Schedule	20
School Concerts	20
Festivals (Competitions)	21
Solos, Duets, Small Groups	23
Touring	23
ETIQUETTE	25
General Studio & Dancer/Parent Etiquette	25
Attendance and Punctuality	25
Conduct Policy	26
Performance Etiquette	27
PAYMENT INFORMATION	27
Family Volunteer Commitment	28

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Staff

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ABOUT US

Established in 1989, the Shumka School of Dance has trained thousands of young dancers to achieve a broad dance-focused skill set, performance excellence, and a strong work ethic. With its inclusive atmosphere, the School is a welcoming and safe place for youth to establish and achieve their artistic dreams. It is also a place where they are given the tools and the experience to become future community leaders and builders. The School provides Ukrainian regional, character, Royal Academy of Dance (R.A.D.) ballet, contemporary dance, and Shumka-style training to students three years of age and up. Offering Canada's only Ukrainian dance curriculum, students move through progressive training levels, choreography, and performance opportunities under high-level instruction. Most of Shumka's professional productions incorporate School students. The primary goal of Shumka School is to engage young people from all ethnic backgrounds in the performing arts. Whether a child's interest in dance is purely recreational or based on a desire to reach a professional level, Shumka School gives students a strong foundation for building skills in order to achieve their dance goals and dreams. The School promotes active and healthy lifestyles and often serves as a career development tool for dance teachers and choreographers. Its popular Junior Instructor program also trains future faculty while giving dedicated youth the ability to lead and inspire. The School performs at community events, including festivals, special events, and care facilities. In addition to providing a valuable on-stage experience for the dancers, it is an opportunity to give back to the community. Each year, students perform twice on the stage of the Northern Alberta Jubilee Auditorium. Every summer, an array of camp offerings provides training and educational opportunities for students worldwide. More than 250 students are part of the Shumka School and its programs, many aspiring to be future members of the Ukrainian Shumka Dancers and contribute to the ongoing development of the art form.

Vision: We aspire to be a leading performing arts school, recognized for our commitment to creating and presenting Ukrainian dance that is traditionally accurate, superbly entertaining, and recognizably Shumka.

Mission: Shumka School of Dance exists to nurture well-rounded, ballet-trained Ukrainian dancers with high-performance levels. We offer a curriculum-based program centred around providing children, youth, and young adults with opportunities to grow and discover themselves.

PARENT EXPECTATIONS

1. Make sure to regularly read information emails from Shumka School of Dance. We email seasonal newsletters to update you on all Shumka School activities. **The responsibility is on you, the parent, to ensure you are in the know.**
2. Attend monthly parent watch classes (dates noted on the School calendar).
3. Attend Winter Concert on February 9 and the Year End Show on May 4.
4. Attend applicable dance competitions and other important events as per the School Calendar.
5. Ensure your child regularly attends classes and wears the appropriate uniform.
6. Stay informed about your child's costume requirements.
7. Ensure children are dropped off on time and picked up promptly after class to avoid delays, especially at the end of a night.
8. Parents are kindly requested to ensure that their children exhibit appropriate behavior while in the lobby and waiting areas of Shumka Studios and St. Sophia's. This includes refraining from engaging in rough play, running, ball-throwing, jumping on furniture, and accessing restricted areas at St. Sophia's.

PROGRAM

Highlights

- **Progressive Pathway:** Our planned progressive program takes students from School to performing company.
- **Inclusive Community:** We foster a warm and welcoming community atmosphere where everyone can feel a sense of belonging.
- **Diverse Programming:** Our programs cater to a wide range of ages, starting from as young as three years old, and offer a variety of class options to suit different preferences, interests, and schedules.
- **R.A.D. Ballet Training:** We provide training in the Royal Academy of Dance (R.A.D.) ballet program, including opportunities for ballet examinations.
- **Unique Ukrainian Dance Curriculum:** We are proud to offer Canada's only Ukrainian dance curriculum, known as Shumka's Syllabus for Ukrainian Dance, providing a distinct and comprehensive approach to this art form.
- **Youth Development:** We offer the popular Junior Instructor and Leader-in-Training programs designed to empower and develop our youth.
- **Exceptional Instructors:** Our team consists of highly qualified and experienced Ukrainian dance instructors who are dedicated to delivering the highest quality training.
- **Performance Opportunities:** Students have the exciting opportunity to showcase their talents with two performances per season at the prestigious Northern Alberta Jubilee Auditorium.
- **Shumka Productions:** There are opportunities for students to actively participate in Shumka's own productions.
- **School-wide productions:** Our large School-wide dance productions, including all-girls and all-boys dances, are truly special. These productions are typically organized every two to three years, not on an annual basis.

Core Program

Starting at age six, the Core Program brings together the best of dance instruction, training, choreography and performance opportunities within a positive and supportive learning environment. Admission to the Core Program is based on age and dance ability as determined by the Shumka School Principal, and there is no audition requirement.

In the Core Program, students enroll in the Core Ukrainian Shumka Syllabus class. Additionally, while the School suggests that students also consider enrolling in a Royal Academy of Dance (R.A.D.) Ballet class, this is not mandatory for participation in the Core Program. All students follow Shumka's Syllabus for Ukrainian Dance, which includes training and learning Ukrainian dance choreographies. These two components, training and choreography, are the foundation of a Core Ukrainian class.

The Pre-Beginner and Beginner program, available from ages 3 to 5, focuses on teaching the fundamental skills necessary to establish a strong foundation and foster enjoyment of Ukrainian dance. The material covered in these programs prepares students for the Shumka Syllabus, which officially begins at age six with Grade 1. It is recommended for students to commence Grade 1 at age six, as this ensures the most suitable long-term physical progression in line with the material taught at each age level.

It is important to note that each grade in the Shumka Syllabus is designed to align with a specific age and corresponding physical growth level. For instance, if a dancer starts Grade 1 at age five, they will be one year younger than the expected physical level for Grade 4 by the time they reach that stage.

Intensive Division

The professional world of dance is known for its vibrant energy and dedication to the art form. Within this realm, the Intensive Division provides comprehensive training to dancers who aspire to broaden their dance horizons. To thrive in this program, individuals must possess a sense of commitment, unwavering passion, and self-motivation, as it upholds high standards. Dancers who engage in the Intensive Division undergo a transformational journey by honing their skills in various aspects of Ukrainian dance. This includes refining their technique, embracing performance artistry, cultivating a unique style, mastering the art of storytelling through dance, deepening their understanding of ethnographic nuances, building self-confidence, and nurturing their creative spirit. The majority of the present Shumka Dance Company members have come from this program.

Participation in the Intensive Division necessitates successfully passing an annual audition. It is important to note that the Intensive Division complements the Core Program, and as such, Ukrainian dance classes within the Core Program incorporate a blend of both Core and Intensive students.

Students within the Intensive Division are required to enroll in specific classes, which typically include the main choreography class, one or two classes in R.A.D. Ballet, and an additional class of the dancer's choosing. The third-class option offers flexibility and can be another R.A.D. Ballet class or a Tricks class, catering to the dancer's interests and growth. Furthermore, students in the highest-level of the Intensive Division are enrolled in the Shumka Repertoire class, further enhancing their skills, repertoire, and style.

Placements within the Intensive Division are determined solely based on the dancer's demonstrated abilities during the audition process.

PLACEMENT AND REGISTRATION

After the dance season concludes, parents receive a Class Placement Guide Sheet for their child. This sheet provides essential details for the upcoming season, including class schedules and instructor information. Parents use this guide sheet to register their child online at shumka.com, often with an early registration fee incentive. The goal is to allow each dancer to progress at their own pace for a rewarding experience. Class placements can be adjusted during the first few weeks of the new season, with input from instructors and the School Principal.

Core Program placements are based on age and dance ability as determined by the Shumka School Principal, and there is no audition requirement.

Placements within the Intensive Division are determined solely based on the dancer's demonstrated abilities during the audition process. All students participating in the Intensive Division must also enroll in at least one ballet class.

Ballet placements are based solely on age and corresponding ability as determined by the Shumka School Ballet Mistress. The pre-requisite for pointe and ballet choreography classes is two syllabus ballet classes per week. Students at the Intermediate Foundation ballet level and above, including Intermediate, must attend two classes per week for safety and to provide the best possible programming between the two classes.

Pre-Beginner and Beginner placement is determined solely by age: Pre-Beginner students fall within the age range of three and four, while Beginner students are typically five years old.

SHUMKA'S SYLLABUS FOR UKRAINIAN DANCE (S.D.S.A.)

Since 1994, the Ukrainian Shumka Dancers have placed a strong emphasis on the development and implementation of the Shumka Syllabus for Ukrainian Dance. This syllabus has been meticulously crafted to

provide comprehensive skill training for dancers of all ages, starting from the age of six and beyond. The program was originally conceived by Mr. Douglas Rachinski, with the ballet component by Mrs. Tasha Orysiuk.

Shumka's Syllabus serves as a crucial tool in elevating the technical execution of Ukrainian dance, enriching the overall dance experience, and nurturing a lasting vision for future generations of Ukrainian dancers, teachers, and enthusiasts. It is not a product of happenstance but a product of extensive research and development, ensuring the precise progression of dance skills and techniques.

One of its core strengths lies in its ability to provide consistency in training. It offers a structured path from one level to the next, using standardized terminology and establishing uniformity in the style and technique of dance steps. Dancers following this syllabus are guided through a predetermined course of study, which encompasses exercises at the barre, in the centre, and in the corner. These exercises are thoughtfully choreographed to custom-orchestrated music, serving as a vital complement to the learning process. Each new exercise and skill acquired through the syllabus is akin to adding a new piece to a puzzle.

The Shumka Syllabus for Ukrainian Dance is, therefore, a testament to the dedication of the Ukrainian Shumka Dancers to the art of Ukrainian dance, ensuring that it thrives and evolves for generations to come.

Curriculum Outline

Tier 1: Grades 1 Cert & Dip, Grade 2 Cert & Dip, Grade 3 Cert & Dip

Tier 2: Grades 4 Cert & Dip, Grade 5 Cert & Dip, Grade 6 Cert & Dip

Tier 3: Grades 7 Cert & Dip, Grade 8 Cert & Dip, Grade 9 Cert & Dip

The set exercises are at the heart of the Syllabus. They follow a specific order to ensure the safety of dancers and the effectiveness of the classes, mirroring the typical class format. This program is designed to guide students through a well-structured sequence of exercises.

The set exercises are categorized into two levels: 'Certificate' and 'Diploma.' This division helps ease the workload for dancers who typically train once or twice a week while also learning choreography and additional training outside of the Syllabus. The Certificate exercises are introductory level, whereas the Diploma exercises represent more advanced levels of training.

Generally, students will engage in one Diploma variation within a Tier. For instance, they might complete Grade 4 Cert, Grade 5 Cert, Grade 6 Cert, and Grade 6 Dip, though this can vary depending on the individual class. This progression model ensures that students are not overwhelmed by a sudden jump in complexity. It allows them to master one level before moving on to the next, ensuring a gradual and safe development of physical abilities, while allowing students to complete the program as intended, usually by the age of 16-17.

SYLLABUS EXAMINATIONS

The Syllabus Academy conducts independent evaluations on an annual basis. In March, we provide families with exam recommendations. Typically, syllabus exam results from the previous season are delivered to families during the first month of the new season.

How are Students Chosen for Syllabus Exams?

Our instructors closely assess each dancer's skills and abilities, making them well-equipped to offer guidance to families regarding their readiness for the upcoming examination. To ensure a successful and positive exam experience, instructors recommend students they believe are well-prepared to take the exam in May.

In March, families receive a form indicating the recommendation for the syllabus examination. For Core Program students, the decision to participate is ultimately made by the family if they receive a recommendation. However, students in the Intensive Division, when recommended for the examination, are required to participate. This requirement stems from the fact that dance examinations are a standard expectation in any professional dance school's curriculum.

The exam fees for Core Program students must be paid by the deadline specified in the School Calendar.

The exam fees for Intensive Division students are due along with tuition at the beginning of the season. If your child is in the Intensive Division and does not receive a recommendation for the examination, a refund of the exam fee will be provided.

Exam Benefits

Syllabus exams play a pivotal role by providing a structured and reassuring third-party evaluation of the dancer's advancement and capabilities. Additionally, they offer positive reinforcement for skills that have been mastered. The feedback provided is highly detailed, pinpointing specific areas that may still need refinement and offering concrete strategies for improvement. These exams serve as a focal point for dancers, giving them a clear objective to work towards, bolstering their self-assurance, and instilling a sense of accomplishment.

What is an Audit Exam?

Students who are nearing the completion of a grade level but haven't received a recommendation to take the exam have the option to audit the examination. During this audit, their performance is evaluated in the same way as other students, but they won't receive a final grade.

For instance, let's consider the case of young Mr. Peter! While he has shown promising progress in his barre work, there are areas where he could use improvement, such as musicality, centre combinations, and presentation. Although he is making progress, it has been determined by his instructors that it wouldn't be beneficial for Mr. Peter to participate in a graded exam this year. Instead, he will be given the opportunity to audit the exam. During this audit, his performance will be critiqued just like any other student, but, he won't be assigned a final grade.

Examination Protocol

- **Attire:** Dancers should wear the core Ukrainian rehearsal attire and footwear. Hair must be styled in a performance bun.
- **Accessories:** Avoid wearing watches or jewelry. Makeup is not required. New earrings that cannot be removed must be covered by a Band-Aid.
- **Conduct During Exam:** While the exam is in progress, there should be no talking or sitting. Keep your eyes on the Examiner and refrain from looking in the mirrors.
- **Arrival:** Arrive at the examination location 45 minutes before the scheduled exam time, which is necessary for rehearsing exercises before the exam.
- **Group Size:** Each exam group can have a maximum of four students.
- **Entry:** Dancers should enter with a pinned name tag, already in established groups, and assemble in front of the Examiner.
- **Greeting:** Upon assembly, the Examiner will welcome the dancers. For example, they may say, "Good evening, dancers." In response, the dancers should reply and perform a bow or curtsy, such as "Good evening, Mrs. or Mr. Examiner."
- **Exam:** During the exam, dancers are required to showcase their proficiency in all the syllabus exercises they have learned over the course of the year. These exercises encompass those conducted at the barre, in

the centre, and in the form of corner combinations. The examination format may vary, with dancers occasionally performing as a group, in pairs, or individually, depending on the specific requirements.

- **Conclusion:** The exam ends with the Examiner asking the dancers to re-assemble in the entry formation. They will thank the dancers for their efforts. For example, the Examiner may say, “Thank you, dancers, I enjoyed watching you dance today.” The students should verbally reply and perform a bow or curtsy, saying, “Thank you, Mrs. or Mr. Examiner.”
- **Practice:** This process is practiced in class before the exams take place.

Examiner Evaluation

The examiner provides a mark out of four and written comments, feedback, and tips for each syllabus exercise. A final grade is provided, which can be: Credit, Credit+, Pass, Pass+, Commended, Commended+, Honours or Honours+.

1. Pass or Higher: Dancers receiving an overall standing of ‘Pass’ or higher will be awarded a Certificate of Achievement.
2. Credit or Credit+: Candidates receiving a grade of ‘Credit’ or ‘Credit+’ will receive a Certificate of Participation. They are recommended to do one of the following:
 - a. Re-examine in the same grade in the subsequent year at the regular exam cost.
 - b. Take a one-year hiatus from examination.Non-passed students can:
 - a. Re-examine in the same grade indefinitely when appropriate.
 - b. Proceed to a subsequent grade following the hiatus.

Makeup Exam

In the event that a student misses an examination, they may have the opportunity to take a make-up exam. Valid reasons for missing an exam include:

1. Death in the family.
2. Illness or injury, substantiated with a doctor's note.
3. Severe weather conditions.

Every effort is made to accommodate scheduling requests for syllabus exams, provided it is feasible. However, once exams have been scheduled, we will not consider further scheduling requests. Please note that no refunds will be issued if a student is unable to attend the exam for scheduling reasons.

PRE-BEGINNER & BEGINNER PROGRAM

The program is designed to impart essential skills to young dancers, enabling them to establish a strong foundation and a genuine passion for Ukrainian dance. What students learn during their time in Pre-Beginner and Beginner classes serves as a crucial preparation for their long-term success in this art form. The curriculum for Pre-Beginner and Beginner classes was initially developed by Mrs. Tasha Orysiuk, with subsequent revisions being made collaboratively by Mrs. Tasha Orysiuk and Mr. Peter Eeles.

The placement of new students in these classes is determined solely by age: Pre-Beginner students fall within the age range of three and four, while Beginner students are typically five years old.

Throughout their time in these classes, students will have the opportunity to learn a complete Ukrainian dance. For their Winter Concert and Year End Show performances, Pre-Beginners are provided with a Ukrainian regional hat or headpiece at no extra cost and perform in their regular rehearsal attire (girls wear light tan tights for

performance instead of the pink tights). Beginner students rent a full Ukrainian costume, as is customary for the rest of the School. These classes do not participate in dance competitions.

SPRING FUSION

Spring Fusion offers students the option to continue training after the dance season has ended. Classes offered include ballet, PBT (Progressive Ballet Technique), and Ukrainian technique and tricks. Classes typically begin one week after the Year End Show and run for approximately six weeks until the end of June. The School releases the schedule at the beginning of April. Registration is through June Eeles at the main office.

SUMMER CAMP

Shumka Summer Dance Camps is an internationally attended program offering different styles of camps to suit every taste, age, and ability. The program strives to ensure that all campers are inspired to pursue the art of Ukrainian dance and become passionate about Ukrainian culture while making friends and having fun. Every camp has a unique Ukrainian spin on it! Dancers can choose from a one-week day camp experience at the Shumka Dance Centre or an overnight adventure at the beautiful Camp Oselia, Wabamun Lake. Programs are offered for ages 3-18, and online registration begins early in the new year at shumka.com.

JUNIOR INSTRUCTOR PROGRAM

The junior instructor program provides an exclusive opportunity for Shumka students to assume the role of assistant instructors, benefitting from close supervision, comprehensive training, and invaluable mentorship from highly qualified and seasoned instructors. **When to Apply?** The application is posted on the website during the summer, typically late July/early August. All current and prospective junior instructors are required to apply using this application and provide their availability. Applications are confirmed and the schedule is communicated by the end of August.

Successful applications are determined by:

1. Content of the application
2. Availability and gender
3. Experience

Duties of a Junior Instructor

- Work under the lead instructor's supervision and mentorship, providing dance training assistance to students.
- Ensuring dance demonstrations are always full-out with correct timing.
- Provide one-on-one assistance to students as directed by the lead instructor.
- Start and stop the music as needed.
- Set up the dance studio environment as per the requirements of the lead instructor, including barres and props. In Sherwood Park, setting up mirrors, barres, and the AV cart.
- Ensure that the studio is clean and tidy at the beginning and end of each class. This includes sanitizing barres and tidying up the space by picking up clothing, rollers, water bottles, chairs and garbage.
- For Pre-Beginner and Beginner classes, tasks include placing student spot placements, gathering props, giving out stickers, and dancing on stage with students at the Winter Concert and the Year End Show.
- Might be required to start and stop the music for syllabus examinations.
- Learning about choreographic processes.
- Contact substitutes when absent from class.

Qualifications for Volunteering*

- Candidates should be 13 and over.
- Willingness to learn and take initiative.
- Willingness to work/learn to work, as part of a team.
- Successful application as determined by the School Principal.

*There is a fixed number of positions available, determined by the total classes offered at SSD each year.

Qualifications for Payment* (starting \$13.50 – \$15.00 / hour)

- Candidates should be 15/16 and over.
- Experience as a volunteer junior instructor.
- Shumka Syllabus workshop participation or certification is an asset.
- Successful application as determined by the School Principal.

*There is a fixed number of positions available, determined by the total classes offered at SSD each year.

Benefits

Letter of recommendation (upon request), resume development (this looks incredible on a resume!), professional work experience, mentorship, skill development, leadership opportunities, community building, teamwork experience, and personal growth.

LEADER-IN-TRAINING (L.I.T.) PROGRAM

The Summer Camp Leader-in-Training program offers valuable volunteer opportunities for youth aged 14 and older to gain practical on-the-job training experience that applies to various aspects of life. This program is designed to foster leadership skills, teamwork, self-reflection, kindness, empathy, creativity, and a strong work ethic for a common purpose. The ultimate goal is to ensure that every camper develops a deeper appreciation for Ukrainian culture and a passion for the art of Ukrainian dance. **When to Apply:** Applications for the summer program typically open in April, and prospective volunteers can complete the online application at shumka.com.

STUDIA SHUMKA

In the Fall of 2018, Shumka introduced an exciting addition to the Shumka family known as Studia Shumka. This junior performing ensemble serves as a vital link between the Shumka School of Dance and the professional Shumka company. Comprising emerging young artists, Studia Shumka commits to rigorous training, dedicating over ten hours per week to mastering Ukrainian, character, ballet, and contemporary dance styles. Their hard work has culminated in the creation of a diverse repertoire, allowing them to showcase their talents within the broader community.

What sets Studia Shumka apart is their unique opportunity to collaborate with the professional Shumka dance company. This collaboration entails shared training sessions, rehearsals, and even joint performances, providing these young talents with an invaluable glimpse into the world of professional dance. It is all part of their journey as they prepare to take the next step within the Shumka family. Studia Shumka represents a dynamic initiative that nurtures and cultivates the potential of emerging artists, forging a path towards excellence within the vibrant world of Ukrainian dance.

COMMUNICATION

Shumka School of Dance communicates information using the following methods:

1. **Email** (emails provided at online registration are added to the mailing lists). Please let the main office know if your email changes. The majority of communication to families is email.
2. **Shumka app**
3. **Parent Handbook**
4. **Instructors**

THE SHUMKA APP

The Shumka app serves as a central hub for communication and education, catering to Shumka parents, dancers, and instructors. It provides uninterrupted access to essential Shumka-related information 24/7. This app is tailored for iPhones, iPods, iPads, and Android phones and tablets. You can easily download it for Apple devices from the Apple App Store and for Android devices from the Google Play Store.

Download the Shumka App for Apple devices [here](#)

Download the Shumka App for Android devices [here](#)

If you do not have an Apple or Android device, the app can be accessed through a regular internet browser on any device [here](#).

App Organization

CONTACT	Contact information and bios for Shumka staff, instructors, and board members.
STUDIO	Displays the live Shumka Dance Centre studio schedule.
SSD SCHEDULES	Includes the SSD weekly timetable, schedule of deadlines, and performance/festival schedules.
SSD CALENDAR	Displays the School of Dance Calendar of Dates.
CLASS VIDEOS	Practice videos and music for dance classes.
SHUMKA COMPANY SCHEDULE	Displays the Shumka Dance Company live rehearsal schedule. It also shows the schedules for SSD participation in Shumka productions.
SSD HANDBOOK	Displays an electronic version of the Parent Handbook.
SSD VOLUNTEER LIST	Displays a live google doc that contains the SSD parent volunteer schedule.
SSD COSTUMES	Displays costume information for all classes.
STUDIA SHUMKA	Displays the Studia Shumka live rehearsal schedule.

PARENT VIEW

The School invites parents to attend portions of the classes throughout the year to be fully aware of their child's progress. Unscheduled parent viewing can be disruptive to the class experience. Therefore, there can be no other

viewing or class interruptions without the instructor's permission. Please wait for an instructor to invite parents into the dance studio.

Parent View: This occurs during the last ten minutes of classes. These dates are listed on the Shumka School Calendar of Dates. It is no longer a monthly commitment. If a major performance has just occurred, it may not make sense to hold Parent View before or after that event.

Full-Class Parent View Week: Families are invited to view a week of entire dance classes. This date is noted on the Shumka School Calendar of Dates.

DRESS

UNIFORM

Correct uniform enables our instructors to see the dancers' bodies clearly so corrections to alignment and placement may be made and injuries avoided. It also provides a standard, professional appearance for the School.

Buns:

- Girls should have their hair pulled back off their face and styled into a tight bun.
- In cases where the hair is too short for a bun, it must still be neatly groomed and styled away from the face and neck, ensuring that the head and neckline remain visible.
- Special attention should be given to creating a precise and secure bun for performances. After completing the performance bun, it is advisable to spray a layer of hairspray on the head to minimize "frizzies," as these become very noticeable under stage lighting.
- **Bun-Making Video Link:** <https://www.youtube.com/watch?v=Mt4Ulr6a2Aw&t=1s>

Water Bottles:

- Water bottles with only water are allowed. Some instructors may have additional rules, but generally, water breaks will be granted at the instructor's discretion.
- Please ensure that the water bottle is labeled with the dancer's name for easy identification.

Jewelry:

- No jewelry of any kind is permitted, including earrings, necklaces, wristbands, etc. This rule is in place for safety reasons, as jewelry can become entangled with clothing or skin. The exception is made for dancers who have recently had their ears pierced and cannot remove their earrings. In this case, please conceal the earrings with a Band-Aid.

Watches:

- Watches, including traditional watches, smartwatches, Fitbits, step-counters, etc., are not allowed during dancing. This prohibition is for safety reasons, as these items can become entangled with clothing or skin and can be distracting for the dancer.

Lost and Found:

- **Regular Check:** We kindly request that you make it a habit to frequently check our lost and found area.
- **Edmonton Location:** In Edmonton, you can find the lost and found in the coatroom.
- **Sherwood Park Location:** If you're in Sherwood Park, our lost and found is located on the AV cart.

Pre-Beginner, Beginner, Grade 1, Grade 2 Certificate

FEMALE: Uniform Details
1. Pink convertible tights for all classes.
2. Light tan fully footed tights for performances. For individuals with deeper or darker skin tones, we recommend choosing performance tights in a close or complementary shade that complements your skin tone.
3. Pre-Beginner, Beginner: Black short sleeve bodysuit with rounded neckline for all classes. Grades 1, 2C: Black high-neck tank bodysuit for all classes.
4. Black pull-on skirt for all classes.
5. Red full sole leather dance slippers for all classes (with shoelace strings tucked in).
6. Hair off the face and in a tight bun for all classes.
FEMALE: Uniform Summary By Class
CORE + BALLET: Tights, bodysuit, skirt, red leather slippers.

MALE: Uniform Details
1. Plain white t-shirt tucked in for all classes.
2. Black shorts for all classes.
3. Black full sole leather dance slippers for all classes and performances (with shoelace strings tucked in).
4. Black ankle socks for all classes.
5. Black knee-length socks for all performances. Pre-Beginner only: Black ankle socks for performances.
MALE: Uniform Summary By Class
CORE + BALLET: T-shirt, shorts, ankle socks, black leather slippers.

Grade 2 Diploma, Grade 3, Grade 4, Grade 5, Grade 6

FEMALE: Uniform Details
1. Pink convertible tights for all classes.
2. Light tan fully footed tights for performances. For individuals with deeper or darker skin tones, we recommend choosing performance tights in a close or complementary shade that complements your skin tone.
3. Black high-neck tank bodysuit for all classes.
4. Black pull-on or tie skirt.
5. Tan Elastabootie shoe for all classes except Ballet.
6. Pink full sole leather slippers for Ballet-only.
7. Hair off the face and in a tight bun for all classes.
FEMALE: Uniform Summary By Class
CORE + INTENSIVE: Tights, bodysuit, skirt, tan Elastabootie shoes.
BALLET: Tights, bodysuit, pink leather slippers.
TRICKS: Relaxed uniform-must be able to move freely. Hair in bun and off face.

MALE: Uniform Details
1. Plain white t-shirt tucked in for all classes.
2. Black shorts for all classes.
3. Black Elastabootie shoe for all classes except Ballet.
4. Black full sole leather dance slippers for Ballet.
5. Black ankle socks for all classes.
6. Black knee-length socks for all performances.
MALE: Uniform Summary By Class
CORE + INTENSIVE: T-shirt, shorts, ankle socks, black Elastabootie shoes.
BALLET: T-shirt, shorts, ankle socks, black leather slippers.
TRICKS: Relaxed uniform - must be able to move freely.

Grade 7, Grade 9

To commemorate the graduating class, **Grade 9 students** have the opportunity to express themselves by wearing colorful bodysuits of their preference during all classes. Additionally, please ensure that dancers have black bodysuit options readily available for use during theatre performances/staging, visits from special guests, photoshoots, and similar occasions.

FEMALE: Uniform Details
1. Pink convertible tights for all classes.
2. Light tan fully footed tights for performances. For individuals with deeper or darker skin tones, we recommend choosing performance tights in a close or complementary shade that complements your skin tone.
3. Black camisole bodysuit for all classes.
4. Black tight-fitting shorts and/or black skirt for all classes except Ballet.
5. Tan Elastabootie shoe for all classes except Ballet.
6. Pink canvas split sole slippers for Ballet-only.
7. Hair off the face and in a tight bun for all classes.
FEMALE: Uniform Summary By Class
CORE + INTENSIVE: Tights, bodysuit, shorts and/or skirt, tan Elastabootie shoes.
BALLET: Tights, bodysuit, pink canvas split sole slippers.
TRICKS: Relaxed uniform-must be able to move freely. Hair in bun and off face.

MALE: Uniform Details
1. Plain white t-shirt tucked in for all classes.
2. Black shorts for all classes. Black pants can be worn for Ukrainian classes. Shorts are required for ballet.
3. Black Elastabootie shoe for all classes except Ballet.
4. Black canvas split sole slippers for Ballet-only.
5. Black ankle socks for all classes.
6. Black knee-length socks for all performances.
MALE: Uniform Summary By Class
CORE + INTENSIVE: T-shirt, shorts, ankle socks, black Elastabootie shoes.
BALLET: T-shirt, shorts-only, ankle socks, black canvas slippers.
TRICKS: Relaxed uniform - must be able to move freely.

MAKEUP

Makeup is a standard part of every performance. However, for older dancers, the use of false eyelashes, contour, and highlights is reserved for “stage performances” or situations with significant stage lighting. The makeup requirements are organized by the Core grade. For instance, if a Grade 6 dancer is participating in Intermediate 2 Intensive classes, they should apply the Grade 6 makeup for both classes.

The numbers provided indicate the recommended sequence for applying makeup.

Girls Performance Makeup

GIRLS	Rosy red blush	Red lipstick	Black mascara	Black eyeliner	Foundation	Powder	Eye shadow trio	Contour	False eyelashes
Pre-Beginner, Beginner, Grade 1, 2C	1	3	2						

Grade 2D, 3, 4, 5, 6	1	4	2	3					
Grade 7, 8, 9	4	8	n/a	6	1	2	7	3	5

Boys Performance Makeup

BOYS	Rosy red blush	Brown lipstick	Black eyeliner	Foundation	Powder	Contour
Pre-Beginner, Beginner, Grade 1, 2C	1	2				
Grade 2D, 3, 4, 5, 6	2	3	1			
Grade 7, 8, 9	5	6	1	2	3	4

Makeup Application

Preparation

- Practice: If possible, practice the makeup application before the actual performance to ensure that it looks good and is comfortable for the child.
- Remove Makeup: After the performance, use a gentle makeup remover (baby wipes) to clean the child's face thoroughly.

Foundation and Powder

- Foundation: Choose a lightweight, hypoallergenic foundation that matches the child's skin tone. Test it on the jawline to ensure a perfect match. Apply it evenly to the face using a makeup sponge.
- Powder: Apply a translucent setting powder to set the foundation. This step helps prevent shine and keeps the makeup in place and from leaking onto the costumes. Use a large, fluffy brush to apply a light layer of powder.

Contour

- Contour: Lightly contour the cheeks, jawline, and nose to add dimension to the face. Use a matte bronzer or contour powder that's only a shade or two darker than the skin tone.

Blush

- Blush: Choose a soft, rosy red blush. Apply it to the apples of the cheeks for a healthy flush. Avoid overdoing it; a little goes a long way.

Eye Makeup

- Eyeliner: Use a brown or gray eyeliner pencil to define the upper lash line. Keep the line subtle and close to the lash line. Absolutely no wings. FOR BOYS, apply eyeliner to the bottom of the eye only, from the middle of the eye to the outside edge.
- Mascara: Apply a coat of black mascara to upper lashes only.
- Eyeshadow Trio: Use a neutral eyeshadow trio with light, medium, and dark shades. Apply the lightest shade all over the eyelid as a base, the medium shade in the crease for definition, and the darkest shade along the lash line for depth. Blend well to avoid harsh lines.

Lipstick

- Lipstick: Choose a red lipstick color for girls and a brown lipstick for boys. Apply it evenly to the lips.

False Eyelashes

- False Eyelashes: Use individual or half lashes. Apply lash glue sparingly and let it dry for a few seconds before gently placing the lashes along the upper lash line.

COSTUMES

Shumka School maintains an extensive inventory of Ukrainian costumes, and this plays a pivotal role in determining the dances students will learn. **Each costume piece has its own distinctive number, allowing us to meticulously monitor all costumes. In the event of loss, damage, or significant soiling of any piece, we will be aware and able to act.** All classes Beginner and up rent costumes from Shumka School. Pre-Beginner boys rent a regional hat or poyas, and Pre-Beginner girls rent a headpiece for performances. Following these simple notes when interacting with costumes goes a long way in extending the costume's overall life.

- **Bring Essential Items:** Parents must bring safety pins, hair pins, and hair elastics to every performance.
- **Footwear:** Always bring all footwear to every performance.
- **Costume Care:** Transport and store all costumes in garment bags. After a performance, air out the costumes. Avoid letting any part of the costume touch the bare ground.
- **Hanger Responsibility:** Return the hangers that costumes are given on. There's a \$5 replacement charge for any lost or damaged hangers.
- **Proper Hanging:** Ensure hooks, eyes, and snaps are secured when hanging costumes. Use the correctly labelled hangers that belong to each costume.
- **No Eating in Costume:** No eating is allowed while in costume; only water is permitted.
- **Changing at Venue:** All classes must change at the venue. Do not come or leave dressed in costume to avoid compulsory cleaning fees.
- **Cleaning Guidelines:** Do not clean any part of a costume without consulting the SSD Wardrobe Director.
- **Pre-Performance Check:** Before going on stage, check and secure hook and eyes, snaps, and buttons at sleeves, neck, and crotch. Tie neckties in single knots only.
- **Headpiece Storage:** Volunteers handling class headpieces should store them carefully to maintain their shape. These volunteers need to steam the headpiece ribbons prior to every performance.
- **Costume Room Access:** Parents and students are not allowed to enter the costume room unless they have business related to their child's costumes.

How to Wear Your Costume

Please consult the Shumka app (located under SSD Costumes) for detailed costume-related instructions and guidance specific to each costume and class. **Some general costume wearing notes include:**

1. **Bodysuit:** Beginner and up girls wear a tan bodysuit under any costume.
2. **White Shorts:** Grade 4 and up need white bike shorts to wear under the costume and over the bodysuit.
3. **Placement on Body:** Skirts, pants, aprons, slips, crinolines and belts should always be worn at bellybutton height. Our costume fitting is based on this placement. If the dancer wears these items at a different height, the costume will not fit correctly.
4. **Secure Items:** Pin the slip to the skirt, the skirt to the apron, and the apron to the belt. This will prevent items from falling off during performances.
5. **Hat Placement:** Wear the hat flat on the head with decorations always on the left side. Hats are received at the theatre on show day.
6. **Secure Headpiece:** Pin the headpiece in an X pattern on both sides using four hair pins. Headpieces are received at the theatre on show day. Headpiece placement is specific to the costume.
7. **Poyas Position:** Belt ends should reach knee height and hang at the sides.
8. **Poyas-Tying Video:** <https://www.youtube.com/watch?v=f3k98flsDzY>

9. **Pant Bottoms:** Beginner to Grade 2 Boys need to pull pant bottoms to knee height to avoid falling while dancing.
10. **Black Knee Length Socks:** For boys who do not wear boots, pull socks up to knee height before wearing pants. This prevents bare leg from showing on stage.
11. **Tucked Laces:** Tuck laces into the top part of the slipper.
12. **Performance Buns:** <https://www.youtube.com/watch?v=Mt4Ulr6a2Aw&t=1s>

Costume Rental Fees

Fee Determination: The fees for costume rentals are calculated on a per-dancer basis. This means that each dancer's costume rental fee is determined individually. **Example:** For instance, if a family has two children, and each child needs two costumes, the family will pay \$150 for each child. So, the total costume fee for the family in this case would be \$300 (\$150 per child).

Damage Deposit: To ensure that the costumes are returned in good condition, a damage deposit is collected. However, this deposit will not be cashed unless the costumes are not returned in reasonably similar conditions.

Costume Fee Cap: There is a maximum limit for costume fees, which is set at \$300 per dancer. This means that no dancer will pay more than \$300 for costume rentals, regardless of the number of costumes they require.

Additional Costumes: If a dancer needs more than five costumes, there will be no additional charge for these extra costumes. However, please note that this exemption does not apply to additional costumes used for solos, duets, trios, or group performances.

Extra Instruction Dances: For costumes used in extra instruction dances, there is an additional fee of \$25 per costume.

1 costume/dancer: \$100	2 costumes/dancer: \$150	3 costumes/dancer: \$200
4 costumes/dancer: \$250	5+ costumes/dancer: \$300	Damage Deposit: \$250/family

Costume rental fees encompass a comprehensive range of services and expenses, ensuring a seamless experience for all participants.

- **Rental Convenience:** Families can enjoy the convenience of not having to worry about their costumes each year as part of the rental process.
- **Creative Development:** Our fees contribute to the creation of new costumes, design work, and the logistics involved in shipping costumes.
- **Maintenance and Cleaning:** Your rental fees cover the meticulous care of costumes, including handwashing, dry-cleaning, as well as the provision of supplies for handwashing and spot treatment to maintain the costumes' pristine condition. It's important to note that every costume is cleaned at the end of each season, a process that may extend over a period of three months or more to ensure thorough maintenance.
- **Quality Materials:** We invest in materials such as thread, needles, ribbons, snaps, buttons, hooks and eyes, velcro, flowers, leaves, and distilled water to ensure the longevity of our costumes.
- **Expanded Inventory:** To cater to the needs of our growing enrollment, we create duplications of existing costumes, further enhancing the variety and options available to our participants.
- **Secure Storage:** Maintaining an inventory of more than 1000 costumes and associated hat/headpieces requires specialized storage facilities. Rental fees contribute to the costs associated with storing and preserving these costumes.
- **Efficient Distribution and Collection:** Fees cover the logistics of distributing costumes to participants and all things associated, including dancer measurements, costume assignments, and costume alterations.

DANCE BOOTS

Dance Boot Responsibility and Purchasing Options

- Dance boots are the responsibility of the family.
- Shumka School offers an “in-house” boot purchasing option.
- Red or black dance boots are introduced around Grade 7 – 8.
- Families should attend scheduled boot measuring dates at Shumka Dance Centre as per the School Calendar.
- Shumka School orders boots from bootmaker Don Czuy in Alberta.
- The school's Principal is trained by Don Czuy to take foot measurements.
- Parents must attend their child's measurement for final approval.
- Students won't be measured without a parent present.
- All paperwork must be handed in to the main office after the measurement.

Payment, Cost, and Timeline

- Don Czuy's boots cost \$335 per pair. There's an additional charge of \$15 - \$25 for calf sizes larger than 13 inches.
- Payment in full is made through Shumka to Don. Preferred payment method: Cheques made out to Ukrainian Shumka Dancers or e-transfers to darka.tarnawsky@shumka.com.
- Boots ordered by the end of September/early October are typically shipped to Shumka Dance Centre in early to late January, with arrival times varying based on order volume.
- Initial boot fitting may differ from regular shoes, and it may take up to a week to determine if they fit well.
- If boots arrive differently than measured or do not fit, there are two options:
 1. Take the boots to a professional shoemaker to get the leather stretched.
 2. We will send them back to Don Czuy for repairs at no additional cost. The turnaround time is usually pretty quick (1-2 weeks).
- Dance boots should fit snugly like socks to prevent injuries.
- Families can leave some room for future growth by selecting the “loose” fitting option on the order form, adding half an inch to length and arc measurements. Choosing the “snug” fitting option means boots will be made as measured.

If you opt to place orders with alternative suppliers, and should the boots not be delivered in time for the performances, the onus falls upon you to secure borrowed boots. In the absence of suitable footwear, participation in the performance will not be possible.

BUSINESS CASUAL WEAR

Dancers in the senior Core and Intensive Division classes are required to adhere to a business casual dress code when traveling on tour transportation (such as planes) and when entering or exiting theatres and performance venues, including events at the Jubilee Auditorium.

Girls

- SSD logo-wear jackets are permitted.
- Avoid wearing jeans, lululemon pants, or sweatpants.
- Leggings are allowed but must be paired with a longer tunic-style top.

Boys

- SSD logo-wear jackets are permitted.
- Opt for collared long-sleeve shirts or polo-style short-sleeve shirts with a collar.
- Choose khaki, cords, or other non-denim pants (avoid jeans, sweatpants, lululemon pants, and dress shorts).

PERFORMANCES

STUDENT PERFORMANCE SCHEDULE

We offer families a comprehensive document that outlines all the scheduled performances for the upcoming dance season. This document includes details such as venue addresses, specific locations, dates of each performance, and a breakdown of the classes participating in these events. This schedule is emailed to families by the end of October which is when costuming and performance details can be finalized.

SCHOOL CONCERTS

Concerts and Tickets:

- Shumka School hosts two annual concerts at the Northern Alberta Jubilee Auditorium: the Winter Concert and Year End Show.
- Both concerts start at 2 pm.
- Tickets are available through Ticketmaster. **Avoid purchasing from non-Ticketmaster websites to prevent scams.**

Ticket Policy:

- Every person, including children and infants, must have a ticket.
- Performers (dancers) do not need a ticket; they stay with their class during the show.

Concert Order:

- The order of the performance is determined by costume changes, age, and creative flow.
- Rescheduling a performance in the show order is possible but not guaranteed. Contact the Principal.

Filming and Photography:

- Shumka School records both shows and provides the footage and photos to families for free after the performances.

Concert Day Process:

- Parents receive communication about concert day procedures.
- Parents get a backstage dressing room map, concert program order, and pre-show staging schedule for Intensive Division dancers.

Concert Day Schedule:

- Pre-show staging for Intensive Division dancers (arrive 20 minutes before staging time).
- Families arrive around 1:00 pm through the main lobby doors.
- Dancers must arrive with hair and makeup done.
- Pre-Beginners come already dressed in performance uniform attire; all other classes change at the theatre.
- Shumka volunteers with class signs assist with check-in.

- Dancers go backstage with volunteers for costume changes.
- During the show, dancers wait, practice, or perform based on show position.
- After the show, classes return to the main lobby for pickup.
- Parents who are not volunteers are not allowed backstage.

Parking and Access:

- Paid parking available in designated areas.
- Drop-off and pick-up for dancers occur at the main lobby.

Costume Information:

- Detailed costume instructions, including footwear, tights, headpieces, and makeup, are available on the Shumka app.
- **Unless otherwise noted, all costumes are left in the dressing rooms at the year end show for Shumka to transport back to the studio.**

Snacks and Activities:

- Parents should send “costume-friendly” snacks (no chocolate) and activities with their child.
- Dressing rooms have TVs for dancers to watch the show.

Early Departures and Child Watching the Show:

- Notify the Shumka office if your child needs to leave before the end of the show.
- Arrangements will be made for pick-up at the backstage door.
- If your child will watch the show after dancing, inform the Shumka office.
- Children can be picked up at the backstage door at intermission only.

FESTIVALS (COMPETITIONS)

Shumka School actively participates in various Ukrainian dance competitions every year. However, it's important to note that our Pre-Beginner and Beginner classes do not take part in these events. These festivals offer a multitude of benefits, encompassing both psychological and physical development. They provide a platform for dancers to grow accustomed to performing on stage in front of an audience.

Furthermore, festivals offer the invaluable opportunity to receive feedback from impartial adjudicators. These experts offer valuable insights into the progress and development of our classes. Additionally, these events serve as a wonderful social gathering, enabling students from various provinces to come together and share their mutual passion for dance and culture. Our instructors emphasize that the festival experience itself holds great significance, not just the marks and medals that may result from it. Each dancer is expected to focus on their personal and group achievements, rather than comparing themselves to other dancers or groups. Remember, the adjudicator's feedback represents their personal opinion, and it's vital to understand that it's just one person's perspective.

How Do Festivals Work?

SSD is responsible for selecting the festivals in which our classes will participate and subsequently submits the entries for each class. However, it is important to note that SSD does not have control over the precise timing of performances or the moment when the festival organizers send out the final schedule. Therefore, it is advisable to anticipate adjustments to the schedule between its draft and final versions. Attendance of our dancers at these festivals is a requirement. To ensure smooth and well-prepared performances, all students are expected to arrive at least 60 minutes prior to their scheduled performance time. Older students (Grade 6 and up), in particular, should aim to arrive 90 minutes in advance to allow for a warm-up. During these festivals, our dancers can anticipate performing alongside a varying number of groups, typically ranging from four to twenty groups. This

grouping is commonly referred to as an “adjudication category.” Following the last dance within an adjudication category, all dancers will be assembled on stage. Here, the adjudicator will deliver summary comments pertinent to the entire adjudication group. Subsequently, the festival organizers will proceed to announce the marks and award medals to each participating group. All students partaking in the festival will receive medals in recognition of their performance.

As these events are significant for our dancers, parents are encouraged to attend and witness their children's performances in the theatre. While most festivals charge an entry fee for audience members, performers themselves do not pay for entry. For a comprehensive understanding of the adjudication feedback, dancers will have the opportunity to review the comments provided in their classes following the conclusion of the festival. This ensures that valuable feedback is integrated into their ongoing development and growth.

Important Concert and Festival Notes

1. **No Recording:** Absolutely no video or photography of the performances is allowed during dance festivals and SSD concerts. Violation of this rule will result in disqualification for the classes involved.
2. **Plan Ahead:** On the festival day, ensure that all details regarding your arrival and performance are well-known in advance. Late arrivals create stress for fellow dancers and the instructor. Upon arrival, promptly find out your designated area and change or proceed to rehearsal.
3. **Hair Preparation:** Hair should already be styled in a performance bun before the one-hour call time or arrive early to do so.
4. **No Accessories:** No gum, watches, jewelry (including earrings, rings, necklaces, bracelets), sparkles, or glitter should be worn. New earrings that cannot be removed must be covered by a Band-Aid.
5. **Adjudication Etiquette:** Note that festivals may sometimes run behind schedule. After a dance is finished, dancers should stay for adjudication unless they have another dance in the following category. If time allows, change quickly and receive adjudication in a different costume.
6. **Costume Checks:** A week before and the night before, thoroughly check all costumes. Ensure they are clean and in good condition. Refer to costume wearing notes in the Shumka app.
7. **Bring Essential Items:** Parents must bring safety pins, hair pins, hair elastics and all footwear to every performance.
8. **Backstage Behavior:** Stay away from the wings until it is time to line up. In areas without wings, stand quietly and professionally in the designated area. When lined up behind a wing, stay as close as possible without touching it to avoid being seen by the audience. Remember, if you can see the audience, they can see you!
9. **Stay with the Group:** Always stay close to the group of performers.
10. **Pre-Stage Prep:** Use the restroom before getting dressed.
11. **Costume Check:** Double-check a friend's costume before going on stage to prevent any costume pieces from falling onto the stage.
12. **Handle Costume Mishaps:** If something falls onto the stage, handle it discreetly, pick it up, and remove it from the stage promptly so the performance can continue smoothly.
13. **Support Fellow Performers:** Always applaud and show appreciation for other performers.
14. **Music Issues:** If there is a problem with the music, keep smiling and dancing. Try to complete the dance without music or until it resumes. Never stop dancing or leave the stage.
15. **Backstage Movement:** When passing behind a backdrop curtain (not all theatres have this), move slowly and stay against the back wall. Avoid touching or running behind the backdrop curtain, as the audience can see this.
16. **Backstage Conduct:** Maintain silence backstage and whisper if necessary, in the backstage “holding tank.”
17. **Professionalism:** No fooling around or horseplay is allowed. Always conduct yourself professionally, as dancers are ambassadors for the Shumka organization.
18. **Respect Backstage Equipment:** Do not touch anything backstage to avoid any disruptions or damage.

SOLOS, DUETS, SMALL GROUPS

Arranging Instruction: Families can prepare for solos, duets, trios, or small group dances for festivals and performances. The arrangement for this instruction is made directly between the family and the instructor.

Choice of Instructor: Students have the freedom to select any dance instructor, whether they teach at Shumka School or not. The instructor will communicate their teaching fee, which is negotiated between the instructor and the family. These fees are not processed through the Shumka Office.

Approval Process: If your group has five or more students, please contact the Principal before finalizing the instructor.

Deadline: Be aware of the deadline mentioned in the School Calendar for submitting the private instruction festival form and fees. After this date, no further submissions will be accepted. All decisions regarding costumes, instruction, and festival choices must be made before this deadline. Ensure that SSD receives the entry fees associated with each of the selected festivals by the specified deadline.

Policy and Process

Festival Entry: All solos, duets, and small groups featuring Shumka School dancers will be entered under Shumka School of Dance at all festivals.

Festival Selection: Families can choose the festivals they wish to attend. If Shumka School is already attending a festival, the Principal will handle staging for students participating in that festival. For festivals not attended by Shumka School, parents must arrange to go backstage and play the music.

Performance Guidelines: Please note that solos, duets, and small group dances are not featured in the Winter Concert or Year End Show. Opportunities for showcasing your solo, duet, or small group performance are available outside of these events. Keep an eye out for additional performance opportunities, such as the General Hospital Performance and other smaller events that may arise throughout the year.

Studio Rent: There will be no studio rent charges for instruction involving Shumka School students.

Costume Rentals: If the chosen region differs from the student's other classes, speak with the Principal to ensure a costume is available to rent. The rental fee per costume for an extra dance is \$25/costume.

Registration: Once all necessary information is organized, sign up on the bulletin boards of the Edmonton or Sherwood Park studios using the private instruction sheet. Complete the SSD festival registration form, indicating the selected festivals.

TOURING

At Shumka School, we offer our senior class students the exciting opportunity to travel to festivals and performances across the provinces. These unforgettable experiences include group bus or air transportation, group hotel bookings, participation in adjudicator workshops, and the chance to create lasting bonds and memories.

Parent Information Package

A comprehensive parent information package is sent out prior to the trip that contains crucial details and documents for the upcoming trip. This package includes a detailed itinerary, trip rules to ensure everyone's safety

and enjoyment, performance-specific information, a checklist to help prepare, a contact sheet for emergency communication, a facility map for orientation, a rooming list for accommodations, and a medical form. The medical form must be completed by every individual attending the trip, including staff and chaperones. This package is designed to provide all the necessary information to ensure a smooth and organized experience.

Rooming Arrangements

Rooming arrangements are determined by the number of dancers on the trip. Typically, three to four dancers share one hotel room. While students cannot choose roommates, rest assured that we carefully consider preferences and feedback when forming rooming groups.

Chaperones

The number of chaperones is based on the number of dancers attending the trip. The School selects parent chaperones to ensure a safe and enjoyable experience for all participants.

Fees and Fundraising

Families are required to contribute a per-dancer fee to cover expenses such as bus or air transportation, hotel accommodations, and workshops. To make these group trips more affordable, families have the option to participate in fundraising activities. Although participation is not mandatory, all funds raised through these efforts will be distributed among participating families.

Trip Rules and Guidelines

1. **Punctuality:** Timeliness is crucial for a stress-free trip. Please arrive at least five minutes early for all scheduled activities.
2. **Alcohol and Drug Policy:** Consumption of alcohol, drugs, and vaping is strictly prohibited for all participants, regardless of age. Violations will result in immediate dismissal from the trip, with associated expenses passed on to the family.
3. **Quiet Hours:** Chaperones will monitor hallways after “lights out” and conduct a pre-lights out room check.
4. **Hotel Conduct:** Running in the hotel and hallways is not allowed. Excessive noise in lobbies and stairwells is also prohibited.
5. **Respect for Property:** Participants must refrain from jumping on beds, slamming doors, banging walls, or causing any damage to hotel rooms.
6. **Additional Charges:** Please avoid incurring extra hotel room charges, such as purchasing movies or items from the snack bar. These actions can significantly delay the checkout process, and the dancer will be responsible for any associated costs.
7. **Hotel Room Items:** Do not remove any items from the hotel rooms, including pillows and towels, as they are counted during checkout.
8. **Room Key Cards:** Ensure you do not misplace room key cards, as they may need to be returned during checkout.
9. **Pool Safety:** Follow common-sense safety rules when using the hotel pool.

ETIQUETTE

GENERAL STUDIO & DANCER/PARENT ETIQUETTE

1. **Respect:** Dance is an art form that requires respect. Show respect to instructors, the art itself, fellow parents and dancers, staff members, personal property, and the studio's facilities and equipment.
2. **Addressing Instructors and Principal:** Dancers must address all instructors and the Principal by using "Miss," "Mrs," or "Mr" before their first name (e.g., Mr. Peter).
3. **Footwear:** Remove all outdoor footwear when entering the dance studios to maintain a clean and safe dancing environment. Shoe racks are provided. If the racks are full, place footwear to the side, away from the entrance door's pathway and the costume room.
4. **Uniform:** Dancers must adhere to the school uniform.
5. **Parent Access:** Parents are not allowed to enter the studio during class times as it can be distracting. There are scheduled parent viewing times, performing opportunities, and class videos available through the Shumka app.
6. **Politeness and Courtesy:** Politeness, courtesy, appropriate language, and behavior are always expected.
7. **No Food or Gum:** Chewing gum or consuming food in class is prohibited.
8. **No Electronic Devices:** Electronic devices are not permitted in the dance studios and should be kept in the locked changerooms upstairs.
9. **Bathroom Breaks:** Bathroom breaks should be taken before class begins. Breaks during class are at the instructors' discretion.
10. **Teamwork:** Teamwork is essential. Dancers should be cheerful and supportive of each other's improvement and respect each other's progress and differences.
11. **Appropriate Behavior:** Running, yelling, and fooling around in the studio, hallways, and lobby in Edmonton and Sherwood Park are not acceptable behaviors.
12. **Handling Props and Costumes:** Props and costumes should not be touched unless they are being used in class.
13. **Mirrors:** Dance mirrors should not be touched at any time.
14. **Respect Studio Fixtures:** Studio and dressing room fixtures, pictures, and equipment must not be touched or disturbed. This includes picture frames, mirrors, exercise balls, or set pieces in the hallways and studios.
15. **Instructor's Rules:** Instructors may have additional class rules that must be followed.
16. **Negative Talk:** Gossip and negative talk by parents will not be tolerated in the building.

ATTENDANCE AND PUNCTUALITY

1. **Expectations:** Attendance is expected for the following events: all scheduled classes, Winter Concert, Year End Show, dance festivals, community performances, photo day, costume fittings, and make-up classes.
2. **Continuous Absences:** Continuous absences disrupt classroom dynamics and preparedness for performances. Regular attendance is crucial.
3. **Injured Students:** Students with injuries should attend and observe the class. There is much to learn and review from the sidelines.
4. **Absence Notification:** If a dancer will be absent from class, parents must inform the General Office in advance via phone or email. The Office will relay the message to the respective instructors.
5. **Anticipated Absences:** Notify the instructor of anticipated future absences verbally or in writing as soon as possible, including absences from any performances.
6. **Punctuality:** Dancers should be ready for class five minutes before it begins. Being late is disrespectful, disrupts concentration, and affects fellow dancers.
7. **Prompt Pickup:** Parents should ensure children are picked up promptly after class to avoid delays.

CONDUCT POLICY

Shumka School of Dance is committed to providing a safe and respectful learning environment for all our students and stakeholders, and adherence to this conduct policy is essential.

Classroom Behavior and Disruptions:

If a student consistently disrupts the class due to absences, late arrivals, improper uniform, or inappropriate behavior, the following actions will be taken:

1. **Immediate Classroom Action:** Instructors will address the situation within the class, handling it appropriately.
2. **Parent Communication:** If the disruptive behavior continues, the parent will be contacted via email or phone.
3. **Meeting Involving Principal and Parents:** If the behaviour persists, a meeting will be scheduled involving the instructor, Principal, and parents to address the issue.
4. **Last Resort:** Should the disruptive behavior persist despite previous actions, the student may be asked to withdraw from the program.

Bullying Policy:

Shumka School of Dance has a zero-tolerance policy for bullying, which includes acts of aggression causing embarrassment, pain, or discomfort to anyone. This policy applies to various scenarios:

- **Types of Bullying:** Bullying can take various forms, including physical, verbal, gestures, extortion, and exclusion. This policy covers students bullying other students, parents bullying other students, parents bullying other parents, instructors, or staff members.
- **Handling First Instances:** Initial cases of bullying will be addressed on a case-by-case basis, with a focus on reconciliation as the preferred outcome.
- **Repeated Bullying:** Repeated instances of bullying will result in complete removal from the program.

What Bullying Is Not:

It's crucial to distinguish between bullying and occasional conflicts: falling out with friends, name-calling, arguments, or occasional pranks are not considered bullying. These are part of a child's development in learning to navigate interpersonal relationships.

What Bullying Can Be:

Bullying involves repeated, intentional acts of harm, which can manifest in various ways:

- **Emotional Bullying:** Includes exclusion, tormenting, ridicule, or humiliation.
- **Verbal Bullying:** Encompasses name-calling, sarcasm, spreading rumors, threats, teasing, and other forms of verbal aggression.
- **Physical Bullying:** Involves physical violence such as pushing, hitting, kicking, pinching, or stealing/hiding belongings.
- **Cyberbullying:** Includes online actions like creating hate websites, sending offensive messages or emails, and using mobile phones to abuse victims.

PERFORMANCE ETIQUETTE

1. **Representing Shumka 24/7:** When at dance festivals, remember that you are representing Shumka at all times. This includes your behavior, attitude, and dress. This applies in dressing rooms, practice halls, backstage, Boston Pizza, Tim Hortons, hallways, outdoors, hotels, hotel pools, and inside the theatre.
2. **Positive Communication:** Maintain a positive and cheerful tone when interacting with fellow dancers, instructors, and festival volunteers.
3. **Audience Etiquette:** Avoid putting your feet on the backs of chairs when seated in the audience during dance festivals.
4. **Ignore Negativity:** Don't engage with or give attention to negative behavior or comments.
5. **Positive Attitude:** Shumka School students should always be complimentary, humble, polite, and positive.
6. **Time Management:** Plan your schedule to allow enough time for eating and a thorough warm-up.
7. **Grooming Standards for Males:** Male dancers should be clean-shaven for all performances, and longer hair is appreciated on stage.
8. **Warm-up Attire:** For warm-ups and rehearsals, wear Core class uniform attire or any SSD logo-wear items.

PAYMENT INFORMATION

Payment Methods

Accepted Forms of Payment: SSD accepts the following forms of payment for tuition and other fees: Visa, MasterCard, Debit, Cheque (payable to Ukrainian Shumka Dancers), and e-transfer at darka.tarnawsky@shumka.com. Note that e-transfers are not accepted for monthly or bi-annual tuition payments.

Tuition Payment Options

Method A (Monthly Payments): Monthly payments are calculated based on the full season amount, divided into ten equal payments from September to June. This option requires ten post-dated cheques or a credit card number.

Method B (Bi-Yearly Payments): Bi-yearly payments are calculated based on the full season amount, divided in half.

Method C (Lump Sum Payment): Pay full tuition amount at the start of the season.

Fee Information and Payment

- **Fee Inquiries:** SSD does not publicly distribute fee information. For details regarding your fees, please contact the General Office.
- **Late Payment:** Any payments received after the stated payment deadline will incur a \$25 late fee.
- **NSF Cheque:** If a cheque is returned due to insufficient funds (NSF), a \$25 fee will be charged.
- **No Refunds After Tuition Deadline:** Refunds for tuition, costume, and festival fees will not be issued after the tuition deadline date. Exceptions to this policy will be considered for students with injuries sustained during the calendar season, preventing them from completing the season. In such cases, a doctor's note is required. All exceptions are assessed on a case-by-case basis.

FAMILY VOLUNTEER COMMITMENT

Policy

As part of our commitment to fostering a thriving dance community, we have established a Family Volunteer Commitment policy. To uphold this policy, each family is required to take the following steps:

- **Submission of Payment:** Alongside the first tuition payment at the commencement of the dance season, every family must provide either an undated cheque or a credit card number. This will be securely stored on file, serving as a pledge to fulfill their volunteer obligation.
- **Fulfilling the Commitment:** Families have the flexibility to fulfill their volunteer commitment by participating in one or more of the volunteer positions listed.
- **Cheque Handling:** If the family successfully completes the required number of volunteer hours during the dance season, any undated cheques provided will be promptly destroyed.
- **Non-Fulfillment:** Should a family not meet their volunteer commitment by the end of the dance year, the undated cheque(s) will be cashed. In recognition of this donation, the family will receive a tax-deductible receipt.

Volunteer Amounts

Each dancer must provide a \$100 undated cheque or credit card number, which equates to a commitment of four volunteer hours. For example, two dancers in the School equates to a \$200 undated cheque and eight volunteer hours to work off that amount. Three dancers equate to a \$300 undated cheque and 12 volunteer hours.

Process

To actively participate and volunteer for specific positions, please follow these steps:

1. Refer to the list of available volunteer opportunities for SSD families, accessible through the Shumka app. Typically, this list becomes publicly available by the beginning of November and families will be notified through email.
2. Contact the Shumka General Office and indicate your preferred volunteer jobs. For example, you can request, "Please sign me up for job #16." If the volunteer position is associated with a particular dance class, such as costume headpieces, please include the relevant class information. If you are volunteering for the transportation of hats or headpieces, it is essential that you are well-informed about the responsibilities associated with this role.
3. SSD will subsequently provide you with further details regarding the selected job(s).
4. Participation is open to parents, SSD dancers, other siblings, or even non-SSD substitutes. Shumka School students are encouraged to fill age-appropriate positions.
5. Please note that names will be added to volunteer positions on a first-come, first-serve basis. If a particular job is already filled, your family will be promptly notified and given the opportunity to select an alternative position.