



# THE STUDIO

2023-2024

## Student/Parent Handbook

**The Studio**

25350 Friendship Road

Daphne, AL 36526

(251) 616-0828

[info@thestudioal.com](mailto:info@thestudioal.com)

[www.thestudioal.com](http://www.thestudioal.com)

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# WELCOME TO THE STUDIO'S 2023-2024 SEASON!

This handbook should serve as your guide to The Studio and its philosophy in regards to Performing Arts education. You will find that this handbook is very detailed and should be read thoroughly and kept on hand for future reference.

We take our roles as mentors and teachers in your child's life very seriously. It is our objective to inspire a passion for the Arts in every child who passes through our doors. In the process, we strive to set the right example and help your child (and you) create memories and friendships that will last a lifetime.

## *The Studio's Educational Philosophy*

The Studio is committed to providing high-quality Performing Arts education to enhance the overall development of the child. The Studio offers private lessons in acting, dance, stage makeup, piano, and voice, in addition to audition and pageant coaching, workshops and master classes, educational arts excursions, and performance opportunities. We strive to provide a safe and child-centered environment in hopes of encouraging our students to explore the Performing Arts under the supervision of our professional and qualified Faculty members.

## *Understanding Your Role In Your Student's Performing Arts Education*

As a parent or guardian, you play an important role in supporting your student financially, but your emotional support is of equal—and perhaps even greater—value. Encourage your child to be the best that they can be regardless of what others may achieve. Always be patient with your child. Some students need extra encouragement to even enter a lesson while others run right in, ready to perform and learn. We are all very special individuals and the Faculty and Staff at The Studio appreciate and nurtures each child for their qualities as a unique and special individual. Performing Arts Education encompasses far more than technique and the skills your children learn. One of the primary goals of our Faculty is to teach life lessons that offer children the best chance for success.

*Extra attention, encouragement, and persuasion may be necessary and we are prepared for each situation!*

## STAYING INFORMED

We work hard to make your time at The Studio organized and fun! Keeping you informed is one of our primary goals. Important updates regarding your child's classes, private lessons, or anything else in relation with The Studio will be sent to your email. If you are not receiving information then please let The Studio Faculty know ASAP. *Please read all emails and other Studio related information thoroughly!*

Parents are highly encouraged to join our parents-only Facebook group: **The Studio Parents**. The Studio will also post important information to our social media. Please be sure that you are following us on both Facebook & Instagram - @TheStudioAL.

### *The Studio Contact Information*

Email: [info@TheStudioAL.com](mailto:info@TheStudioAL.com)

Phone: (251) 616-0828

Website: [www.thestudioal.com](http://www.thestudioal.com)

# FACULTY

The highest educational standards are expected from each of our Faculty members. Our Faculty have either completed or are currently pursuing degrees in their fields and together have over 140 years of combined teaching experience. They each take pride in being lifelong learners who continue to educate themselves through certification programs, workshops, conferences, and other learning opportunities. Our Faculty, as well as their email address, may be found below:

**Brandon Marcus**

*Owner/Voice*

brandon@thestudioal.com

**Nate Wilson**

*Voice*

wolfbronski@prontomail.com

**Chloe Theriot**

*Dance/Tumbling*

chloetheriot@icloud.com

**Robin Ann Page**

*Acting*

robinannpage@gmail.com

**Daniel Murphy**

*Guitar*

dt.murphy801@gmail.com

**Shannon Hastings**

*Piano/Voice*

hastingsshannon@gmail.com

**Jennifer Suit**

*Piano*

jensuit7@gmail.com

**Ayla Brannon**

*Stage Makeup*

aylabrannon757@gmail.com

Each of our faculty members may have their own guidelines for the classes, which will be given to parents and students on the first day of lessons each year. The Studio keeps a copy of these guidelines, which may be requested by parents or students at any time throughout the year.

## **Substitute Faculty**

Due to being working professionals in their areas of expertise, our Faculty may occasionally find the need to miss a lesson. In order to keep a consistent schedule running, The Studio utilizes substitute Faculty members on an as-needed basis. These Faculty members will have access to lesson plans and will be able to continue the current instruction if a Faculty member needs to be out for any reason.

## **Group Classes As A Makeup Lesson**

When a substitute teacher is not available, Faculty members may choose to offer a group class for students. These lessons will be advertised at least 14 days in advance and will last approximately 2 hours.

# STUDIO CALENDAR & STUDIO CLOSURES

## 2023-2024 Calendar

<b>First Day of Fall 2023 Lessons</b>	Monday, August 7
<b>Thanksgiving Break</b>	Monday, November 20 - Friday, November 24
<b>End of the Semester/Winter Break</b>	Monday, December 18 - Friday, January 5
<b>First Day of Spring 2024</b>	Monday, January 8
<b>Mardi Gras Break</b>	Monday, February 12 - Friday, February 16
<b>Spring Break</b>	Monday, March 25 - Friday, March 29
<b>Senior Showcase <i>Subject to change</i></b>	Friday, May 17 <b>OR</b> Saturday, May 18
<b>Showcase Weekend <i>Subject to change</i></b>	Friday, May 24 - Sunday, May 26
<b>End of the Semester/Memorial Day</b>	Monday, May 27 - Monday, May 31
<b>First Day of Summer 2023</b>	Monday, June 3
<b>Fourth of July Break</b>	Monday, July 1 - Friday, July 5
<b>End of Year Break <i>Subject to change</i></b>	Monday, July 29 - Friday, August 2

### **Severe Weather Closures**

If The Studio were to close for every storm that enters the area, we would only be open a few days a year. However, The Studio does take severe weather seriously and typically follows all Baldwin County Board of Education closures. All closures will be announced via social media as soon as a decision has been made. Additionally, up-to-date information regarding closures can be found by calling The Studio at 251-616-0828.

*All lessons canceled due to severe weather will be forfeited by both students and teachers.*

# STUDIO GUIDELINES

## Attendance

Lessons must run on schedule in order to not interrupt the flow of other lessons scheduled with the same Faculty member or in the same room. Students must arrive on time to all lessons. Faculty members will end all lessons at their scheduled time, even if the student arrives late. *If a student does not arrive within the first 10 minutes of a lesson, Faculty members reserve the right to not teach the lesson.*

## Billing

Monthly tuition is due to The Studio on the 25th of the month before (ex: September tuition is due August 25). All lesson payments are considered late on the 1st. A late fee of \$15/week will be added to a student's account for each week late after the 1st of the month.

The Studio accepts tuition through a multitude of ways, including cash, check, Paypal, & Venmo. Please see below for details on each method of payment:

**Cash/Check** - All cash and/or check payments must be placed in the dropbox (located in the lobby) in a sealed envelope with the student's name clearly written on the envelope. Checks should be made out to "The Studio" and may not be written for a future date.

**Paypal** - @TheStudioAL *Please send via Friends and Family - Should we be charged a fee to accept your tuition, that fee will be added to your account balance.*

**Venmo** - @TheStudioAL After your first payment, we will send a request through Venmo on the 25th.

## Cancellations

If a student is planning to drop a lesson, The Studio must receive written notification at least 30 days prior to the month they plan to drop. Tuition during this 30 day period will still be due, regardless of attendance.

## Competitions

The Studio participates in multiple competitions throughout the year, most of which are open to any student currently enrolled in lessons. For a complete list of competitions and their requirements, please contact The Studio. *Participation in competitions with The Studio requires additional commitment, as well as paperwork and the purchase of specific clothing items.*

## Illness

Colds, flu, and other contagious diseases occur frequently and spread easily among children. To help protect your own child's health and to minimize the possibility of contagion at The Studio, please keep your child at home if you observe any of the following symptoms: consistent cough, severe sore throat, diarrhea or vomiting, fever or other signs of illness. *If your child is sick, please do not risk getting us sick. **STAY HOME!***

## **Lessons Outside of The Studio**

Our Faculty takes great pride in being able to train our students in a very specific manner & spend just as much time teaching in lessons as they do preparing outside of lessons. Taking lessons from an outside source can cause harm to our teaching methods, therefore students are not permitted to receive outside instruction in any form without prior approval from The Studio.

## **Making Up Missed Lessons**

Our Faculty spends time outside of lessons creating individualized plans for each student and have reserved your lesson time solely for teaching your student. Due to availability, lessons that are missed on account of the student will not be made up, rescheduled, or credited.

Additionally, The Studio will not change, credit, or reschedule a lesson missed due to another event in The Arts, including, but not limited to: competitions, rehearsals, shows, or other lessons.

Theater Note: Please make sure that you **ALWAYS** include your lesson schedules on any audition forms so that a director is aware that you have a previously committed lesson time with The Studio. Any truly professional organization will understand that training is important and will agree that students should be taught to uphold commitments.

## **Medical Information**

The Studio takes medical safety seriously . Parents must notify The Studio if a student uses an inhaler or requires medication(s) during their time at The Studio. It is also important to inform The Studio about your child's existing medical conditions or learning disabilities at the time of registration and throughout the school year. Our Faculty are trained professionals who are excited to work with all children and personalities, and the more we know about your child, the better this experience will be for all involved. All information about our students is confidential.

## **Rescheduling or Changing Lesson Times**

The Studio takes pride in flexibly scheduling around our student's busy lives and we know that our students are usually involved in multiple extracurricular activities. However, once our schedule for any given semester has been published, no changes will be made to lesson times.

## **Tuition**

The Studio utilizes a flat-rate tuition system that combines all fees and tuition payments into 12 monthly payments. This flat-rate system combines the 46 weeks that we offer lessons and divides that number into 12 equal monthly payments. For this reason, monthly tuition is the same month to month, regardless of the number of weeks in a month.

Discounts are given to students who take multiple classes or who have siblings also enrolled at The Studio. Scholarships may be available for students with need who show drive and promise. Please contact The Studio for more information, to apply, or to donate.

## GUIDELINES FOR OUR STUDENTS

The first step to becoming successful in the Performing Arts is making a solid commitment to your training. Strong technique is a key ingredient and lessons are where you develop that technique. Come to each lesson prepared to learn and without personal distractions. Your time in The Studio is your chance to focus on yourself, so try to leave your concerns or worries at the door. True progress is made when you look at each lesson as an opportunity to become better at what you love to do.

Respect for your teacher is essential! Listen to each correction given - a correction is an honor; it shows you how much a teacher cares about your progression in the Performing Arts. Nothing can stop a student who applies themselves in every class and appreciates their teachers' knowledge and experience.

### *Student Rules of Conduct*

- Students will arrive at their lesson on time, ready to learn.
- Students will keep their cell phones off or muted while in The Studio.
- Students will speak respectfully to their instructors and one another.
- Students will be positive and have a “can do” attitude.
- Students will work well and in unison with other students.
- Students will respect our art, our Faculty, and our fellow students.
- Students will not act as if they are better than other students at The Studio.
- Students will not gossip or put down others.
- Students will not bring outside drama into The Studio.

### *Practicing*

You must understand that your training is not limited to your time spent in The Studio. Practice must take place away from your lessons.

Below is a general outline that students should use for practicing:

Beginning Students - 15 minutes a day, 3 times a week  
Intermediate Students - 30 minutes a day, 3 times a week  
Advanced Students - 30-45 minutes a day, 5 times a week



# GUIDELINES FOR OUR PARENTS AND GUARDIANS

Our programs rely on a positive atmosphere and educational experience for not only our Faculty, but also for our students and their parents. Because your commitment to the process makes an enormous difference, we encourage you to be a part of your child's Performing Arts education.

Cooperation between all parents is expected. Showing respect—for other parents, the students, and the Faculty—makes an important impression on all students. You are a role model for your child about how to interact with others in a professional setting. The Studio will not tolerate bullying or segregation of any type.

Parents and teachers may look at a child's learning from different perspectives. Mutual respect among our Faculty and our students' parents provides the children with the ultimate care and education.

## *Parental Responsibilities*

- Parents should also follow the Student Rules of Conduct listed in this book.
- Remember to call in (251-616-0828) or email absences (brandon@thestudioal.com).
- Ensure your child is practicing at home.
- Please remember that while your student is in a lesson, doors are to remain closed and you are to refrain from interrupting.
- Please remember that our Faculty are obligated to begin teaching on time, but will gladly talk to you at the conclusion of their teaching day. Additionally, you may schedule a time to meet with your student's Faculty by contacting The Studio.
- Students, parents, and siblings should be respectful in the lobby area, using their "inside voice," keeping voices down, and conversations respectful.
- Be respectful of the property of The Studio and of others.
- Keep your account up to date and include all necessary late fees. Call or email The Studio if you have questions regarding your account.
- Remember that your child is unique and special!
  - Please don't compare your child to other students or discuss comparisons with other parents.
- Trust your child's teacher's evaluations since they are professional Performing Arts educators with experience and only have your child's best interest at heart.
- Do read the handbook all the way through. Review our policies with your children to help them understand why it is important to follow the rules of The Studio.

*Parents - please understand that it is imperative that you do not interrupt the learning process by interrupting lessons. Additionally, we ask that you also understand that you should not provide additional "coaching" at home. If you have questions about anything being taught, we ask that you contact us and we can schedule time for you to discuss your concerns with our faculty.*

## FREQUENTLY ASKED QUESTIONS (FAQ)

### *How old does my child have to be to start private lessons?*

Students as young as 5 may start private lessons with The Studio, provided they meet our young learner requirements. Please contact The Studio for more information.

### *Can parents watch?*

From time to time, our Faculty may invite you into our learning spaces to observe. However, all lessons at The Studio are to be treated as closed lessons between students and Faculty.

### *We missed a lesson. Do we have to pay for missed lessons?*

Yes. Just as you would be required to pay if you missed a doctor's appointment, you still have to pay when you miss a lesson at The Studio. Even though you may not be here, we still pay our teachers for the time that they used to prepare for your student's lesson, as well as their time spent at The Studio.

### *What happens if you are late or absent?*

Please refer to the general guidelines found on page 5 of this handbook.

### *Are classes held on public holidays?*

Please refer to the studio calendar found on page 4 of this handbook for more information on studio closures.

### *Can we have a free trial lesson?*

The Studio does NOT offer free trial lessons! Our Faculty are happy to meet with you to discuss our methods (and the required auditions to enter a specific, advanced studio), but we do not expect them to work for free. Prospective students may schedule a trial lesson with any of our Faculty who are currently accepting students, but payment must be made prior to the start of the lesson. Payment for trial lessons will be applied to the student's balance if they decide to enroll.

### *Does The Studio have a Lost & Found?*

Due to the number of students enrolled at The Studio and the lack of space to store items, The Studio will only hold personal belongings for two (2) weeks before donating the item to a local charitable organization. We will make every effort to locate and return lost items; however, we cannot be responsible for any items that your child brings in The Studio.

# **DIVERSITY, EQUITY, AND INCLUSION AT THE STUDIO**

**The Studio is resolutely committed to equity, diversity, inclusion, and accessibility in the life and culture of our organization. The Studio will work to center marginalized voices, bodies, and stories.**

- We will listen and learn about racism, discrimination, and adversity.
- We believe that all people deserve access to The Arts, and that The Arts better reflects life when everyone is a part of the conversation. We pledge to make our organization, location, services, and products available to all, to create a welcoming environment to as many people as possible, and to identify, address, and eliminate barriers.
- We value the life, stories, and Art that lifts up people from a wide variety of lived experiences. We pledge to support the most vulnerable among us and provide opportunities for all people.
- We believe in the equitable treatment of people in policies, programs, practices, and services. The Studio is committed to fairness and justice without favoritism or discrimination.
- We pledge to conduct business with humility and sincerity, to seek truth in all interactions, to put the needs of our students first, to show respect to those who choose to share their expertise, and to operate with strong moral and ethical standards.

Our full Diversity, Equity, and Inclusion statement may be found on our website at [www.thestudioal.com/dei](http://www.thestudioal.com/dei)





**Please scan the QR Code or visit the link below to complete  
the 2023-2024 Student Information form:**



**[bit.ly/StudioInfo2324](https://bit.ly/StudioInfo2324)**

*This information must be completed by the third lesson that the student attends!*